Forwarding Goods, Delivery Book, Consignment Notes, Remitting Money; Postal Orders, Money Orders; Telegraph Money Orders; Receipts for Money.

3. First steps in Business Correspondence; Examples of Letters, Telegrams.

Text-book.—

The Home trade or Modern Commercial Practice by Hooper and Graham (Macmillan & Co).

(*d*) *Banking and Currency* (*one period a week*).

1. Currency. Barter, Disadvantages of Barter.

Money, Its Functions and Attributes; Denominations and Legal Tender Qualities of Metallic and Paper Currencies of India and of England, the weight and fineness of a Sovereign and of a Rupee. Reserves against issues of Currency Notes in India and in England.

2. General Nature of Banking transactions; Utility of Banks, Presidency, Exchange and Joint Stock and Co-operative Shroffs and Sahukars.

3. Functions of a Banker; Relations between Banker and Customer; Revocation of Customer's authority, Bankers and Borrowers; Bills of Exchange, Cheques and Hundies and their negotiation.

Text-book.—

Banking and Currency by Syke's (Rs. 2-3-0) (Butterworth & Co).

C. R. REDDY,
Offg. Inspector-General of Education.

MYSORE STATE RAILWAYS.

OFFICE OF THE AGENT AND SECRETARY TO THE GOVERNMENT OF MYSORE FOR RAILWAYS.

Notice dated 10th May 1918.

The Agent and Secretary for Railways, Government of Mysore, will be glad to see visitors and other gentlemen on business at his office on every Thursday, not being a gazetted holiday, between the hours of 2 and 5 P.M.

2. Government officers of all departments having any business may call between 12 noon and 2 P.M. the same day.

3. During the absence of the Agent and Secretary on tour from headquarters, the Deputy Agent and Under Secretary will receive visitors and attend to them.

4. Special engagements may be made by previous arrangements with the Agent and Secretary.

D. G. DANI,
Agent and Secretary for Railways,
Government of Mysore.